

## Minutes of ESD Safety Committee Meeting 6/11/2008

Attending: Jil Geller, Tim Kneafsey, Seiji Nakagawa, Vivi Fissekidou, Todd Woods, Kim Abbott, Rob Connelly, Barry Freifeld, Keith Gershon

Absent: Carl Steefel, Admin representative, Cristina Castanha (on travel), Eoin Brodie, Nick Spycher

Minutes from last meeting – Vivi reviewed all open items and they have been closed out (see updated minutes from May for specifics).

1 reportable incident: ESD employee was hit in head by object in parking lot during very windy day, three stitches. Incident review & tap root analysis done. No corrective actions.

JHA update: trying to complete JHA discussions w/ all supervisors by end of June. Online JHA not yet available, except to ‘testing’ divisions. ESD workgroups have been set up. Most are still in draft form.

Waste management (SAA and nano-matter): One waste item failed QA test (97%) passed. Not NCAR. PI & DD and Dept Head notified. Student did not keep accurate waste accumulation log. Nano-material needs to be identified on haz waste label.  
ACTION: Need to understand what nano-material is hazardous

Vacating a lab – latest lab move found many chemicals by staff who had left lab, so PIs did not want to take responsibility.

Radiation audit – Found “nuclear facilities” at LBNL, which is a specific hazard class w/ certain required safety documentation. Trying to get them removed.

Reminder to discuss summer student requirements and distribute fliers.

Nano audit next week, mostly foundry and other nano-researchers. Vivi, Rob, Paul Blodgett reviewed ESD’s nano-labwork. Projects are mostly in initial planning stages. Minimal nano-material so far. Identifying projects from JHA.

New BET members – two from ESD assigned, as noted in updated minutes from May 2008.

MESH review: Who is responsible for preparing documentation? No materials have been requested from ESD yet. SRC provides MESH questionnaire. John C. says OCA has all metrics etc.

SRC news – no time for update

2:30-3:00 Presentation on LOTO procedures- Keith Gershon (LOTO and Electrical Safety Program manager – separate program). LOTO includes ALL energy – not just

electrical. Example from Los Alamos – employee secured electrical but not mechanical energy source and cut off finger. Any system w/ any degree of complexity (e.g. more than one hazardous energy source: electrical, capacitor, spring-loads, natural gas), need equipment-specific procedure for LOTO on that equipment. Keith distributed “LOTO Equipment-Specific Procedure Contents” from Pub 3000. Defines criteria that triggers LOTO equipment-specific procedure, and is covered by Pub 3000 18.5.1. Cord and plug equipment (single plug controls all of energy) would never generate LOTO, unless it has multiple plugs. Inspections are annual by LOTO authorized employees – second handout is LOTO Procedure Periodic Inspection Form, with instructions. Should be someone who routinely uses LOTO. What systems w/in ESD would require LOTO? Mostly likely very few, but need to check. ESD Electrician, trucks and maintenance on them, downhole equipment (Vivi will check w/ staff to see if they require isolation of energy).

November 1<sup>st</sup> deadline for ESD to find equipment needing LOTO procedures and submit written procedures and inspection documentation to Keith. If we have not equipment meeting criteria, Keith would do spot-check in ESD, interview selected employees w/ LOTO training to verify. EHS 258 LOTO refresher good resource for rules e.g., what about interlocked equipment. In normal operation of equipment interlock protects. But LOTO required if maintenance performed and equipment is hardwired.

For vendors doing maintenance: Safety checklist from procurement to vendor should trigger LOTO plan from their company. Working on review process (Mike Ruggieri). “we comply with everything in OSHA” is not adequate. MSD is only division to require division-specific permit for vendors to MSD. Vendors with blanket contracts are hard to capture. Vendors doing warranty work also don’t go through procurement. Not clear if PI is ultimately responsible, but Lab IS ultimately responsible. Vivi has list from Keith w/ examples of equipment requiring LOTO procedure. LOTO procedure could be embedded w/in AHD, and annual inspection w/ AHD renewal.

What about test bed with multiple sensors, each with their own plug? LOTO is for ‘service, maintenance and modification.’ Need to consider if there is a danger to operator when everything is turned on. Multiple sensors w/ non-hazardous energy don’t require LOTO.

**ACTION:** All safety committee members should notify Vivi if they know of any equipment that require LOTO procedures. Vivi will check w/ Bldg 64 staff and ESD staff that have taken LOTO training.

Vivi will be in Greece for month of July. Jil will respond to urgent issues that cannot wait for Vivi’s return. Rob will follow-up on JHAs.

Kim Abbott needs to spend 30% of his time ‘in the field’ observing ESD safety activities (as required by Pub 3000). **ACTION:** Invite Kim to safety walkthroughs, AHD reviews etc. where possible.

Note: good resource conservation – Vivi presented all info electronically - no paper used!